

## Excavation Permits

Excavation Permits are required for any contractor who needs to excavate, disturb, or enter any town street or Right-of-Way.

The normal Excavation Permit season is April 1st through November 15th. Excavation requests before April 1st and after November 15th will be considered an emergency and must be approved by the Town Manager and Board of Selectmen before excavation may begin. Completed Permits must be turned in 72 hours in advance of excavation, except during emergency situations. The permit is valid for a 30 day period. Click the attachment below to view a sample of the Excavation permit.

The Contractor must submit a certificate of Liability Insurance with the Town as the certificate holder, with the provision of a 15 day notification of cancelation clause. If the certificate does not specify Workers Compensation and Employer Liability Insurance the contractor must sign an Indemnity Agreement for the excavation period.

The Contractor must submit a \$500 license bond effective for two years for each permit, or a \$5,000 blanket license bond. Bond will be reviewed and approved by the Public Works Director or Town Engineer. This will be held for two years as surety.

There is a \$100 fee for each license submitted.

The contractor must have a traffic control plan approved and signed off by the Police Department.

### Supporting Documents



[excavation\\_permit\\_sample.pdf](#)

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